

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
ARTS COMMISSION**

**Minutes:** Regular meeting of Arts Commission  
**Date of Meeting:** Monday, February 26, 2001  
**Place of Meeting:** Milpitas, Community Center, 457 E. Calaveras Blvd., Auditorium

**I. Roll**

Vice-Chairperson Rabe called the meeting to order at 7:01pm

Commissioner's Hays, Hicks, Luna, Ogle and Rabe were present.

Commissioners Absent: Barrie, Cherry, and Foulk

City Staff Present: Don Bachman, Community Services Manager; Lori Flint, Cultural Arts Coordinator

City Council Liaison Absent: Jim Lawson

**II. Pledge Vice-Chairperson Rabe led the Commission in the Pledge of Allegiance.**

**III. Citizen's Forum None.**

**IV. Announcements/Correspondence**

Lori Flint, Cultural Arts Coordinator announced the following:

- Calaveras Repertory Theatre Presents "A Midsummer Night's Dream", Thursday-Saturdays, February 22-March 17th at 8:00 p.m.
- Fancy Dancers of Milpitas, presents, "Sweet Inspirations" March 2nd - March 4th.
- Golden Gate Boys Choir & Bellringers Concert, Sunday, March 11, 2001 at 3:00 p.m.
- The Alliance For The Arts and The City of Milpitas received a \$10,000 grant from The Arts Council of Silicon Valley "Art Build Communities Grant" to implement an arts marketing campaign.
- Eighteen Cultural Arts Support Program (CASP) applications were received and will be reviewed at the April meeting. A training session will be conducted at the March meeting for those Commissioners who haven't reviewed CASP applications before.
- She also distributed a packet of information from the California Arts Councils web-site, "2001 Year of the Arts."

Vice-Chairperson Rabe announced that Santa Clara University is also performing, "A Midsummer Night's Dream."

**V. Approval of Minutes**

MOTION to approve January 22, 2001 minutes with the following correction: "Artist Darlene Carmen's artwork can now be viewed at the Community Center and not the Milpitas Unified School District."

M/S: Ogle, Hayes All Ayes

**VI. Approval of Agenda**

MOTION to approve the February 26, 2001 Agenda.  
M/S: Hays, Hicks All Ayes

## **VII. Old Business**

### **1. Commission By-Laws - Approval**

On July 6, 2000, the Milpitas City Council approved the formation of a seven member Arts Commission and directed staff to begin the process of advertising for applications.

On October 17, 2000, the City Council took the following action:

- 1) Appointed seven commissioners
- 2) Added two alternate positions to the Arts Commission
- 3) Appoint City Council liaison
- 4) Directed staff to work with the Commission in establishing its name, by-laws, and a meeting schedule

On November 27, 2000, the Arts Commission voted to recommend to City Council that the Arts Commission meet on the fourth Monday of each month. They also voted to recommend to City Council the proposed by-laws with amended changes. It was also voted that the name of the commission would remain "Arts Commission."

At the January 22, 2001 meeting, the Commission requested that the number of Commissioners required for a quorum be changed to (4) members from the drafted (5) members. They also asked that the function and responsibilities of an Alternate be indicated in the by-laws.

Final draft of the revised By-laws was included in the Commissioner's packet for review.

MOTION to recommend approval of the final draft of the by-laws and that the approved by-laws to be agendized for the City Council's review and adoption.  
M/S: Hays, Ogle All Ayes

### **2. Appointment of Arts Commissioners to Serve as Liaisons to Other Commissions Within the City of Milpitas**

Historically, members of City Commissions have been selected to serve as liaisons to the Community Advisory, Senior Advisory, Planning, Youth Advisory, Parks, Recreation and Cultural Resources Commission.

On November 27, 2000, Commissioner Rabe explained the importance of networking with other Commissions. She felt the Arts Commission would be successful if they reached out into the community for input and got involved with the numerous aspects of the Arts.

At the January 22, 2001 meeting, this item was tabled until the February 26, 2001 meeting.

The following Commissioners preferred to be the liaisons to the following Commissions: Library (Hays) Community Advisory (Hicks); Senior Advisory (Rabe), Planning (Hicks), Youth Advisory, Sister Cities, Parks, Recreation and Cultural Resources Commission (Ogle). Vice-Chair Rabe explained that she would pass on the information to Chairperson Cherry for further consideration.

## **VII. New Business**

### **1. Review of Brown Act**

John Bakker, staff from the City of Milpitas Attorney's Office provided an overview of the Brown Act.

### **2. Alliance for the Arts Gala - Marsha Schneider Participant Fund**

At the January 22, 2001, Larry Voellger, Alliance for Arts President, announced that at the March 24, 2001 Alliance for the Arts Gala, the Alliance would like to establish, in conjunction with the Arts Commission, a fund in Marsha Schneider's name to help children who could otherwise not afford it, to cover participation and costume costs for Rainbow Theatre. The participant fee waiver would be available to one Rainbow Theatre participant per production who has a financial hardship and may not otherwise be able to participate in the program. It was suggested that a participant would be eligible to receive monies from the fund once per calendar year. An application for the fee waiver would be required and the Rainbow Theatre Artistic Director would select the most appropriate applicant per production. Larry Voellger, President of Alliance For The Arts, was in attendance to answer any questions the Commission had with regards to the proposal.

Commissioner Rabe questioned if funds were intended to come from the City or from The Alliance For The Arts, or both. Larry Voellger said he intended the funds to be provided by the City similar to the other city grants (i.e. Youth Sports Grant and Family Child Care Grants) which are included in the city's operating budget. Commissioner Rabe didn't feel comfortable issuing fee waivers in this matter. However, she did want to recognize Marsha Schneider in some other matter which wouldn't significantly affect the city's budget (i.e. renaming the Community Center stage). She felt the guidelines were not identified enough for consideration.

Don Bachman, Community Services Manager, suggested having staff further research and provide examples of other grant programs the city offers.

Commissioner Luna felt that only offering grants to Rainbow Theatre was discriminating from other "art" individuals who may be in need to financial assistance.

The Commission discussed this item at length and were uneasy about the loose guidelines and possible loop holes in the proposal. It was determined the Commission would agendaize this item to discuss at a future workshop to review other grant guidelines and further define guidelines for consideration. It was suggested that other areas be considered in a possible youth arts grant program (community band, arts classes, etc.)

It was the Commissions preference to recognize retired Recreation Services Supervisor, Marsha Schneider by re-naming the Community Center stage after her.

MOTION to recommend to City Council the Community Center stage be named after Marsha Schneider in thanks for her work and dedication to Rainbow Theatre and to have staff purchase an appropriate plaque and determine placement.  
M/S: Ogle, Hayes All Ayes

### **3. Phantom Art Gallery Review Panel**

At the January 22, 2001 meeting, Larry Voellger, Alliance for the Arts President, asked that the Arts Commission consider taking over the selection of the featured Phantom

Art Gallery artist since members of the Phantom Art Gallery Committee have not met for one year. He also requested the Commission and City staff seek additional venues for the Phantom Art Gallery. A copy of the proposal was included in the Commissioner packets.

Lori Flint, Cultural Arts Coordinator, explained that there are two outstanding applications which need to be reviewed.

MOTION to have the Arts Commission take over the selection of the Phantom Art Gallery Artist and have the two outstanding applications agendaized for the March 26, 2001, Arts Commission meeting.  
M/S: Hays, Hicks All Ayes

#### 4. Arts Commission May meeting Date and Location

The Arts Commission is scheduled to meet on the fourth Monday of the month. For the month of May, the Arts Commission meeting lands on May 28th, Memorial Day, which is a City holiday. Due to the scheduling of the other Commission meetings, an alternate location for the meeting will need to be chosen.

MOTION to direct staff to re-schedule the meeting to May 21, 2001 at the regularly scheduled time at a To Be Announced location (Higuera Adobe Building, Wessex Place).  
M/S: Ogle, Luna All Ayes

#### 5. Consideration of Adding Alternates to Commission

City Council is considering adding alternates to Commissions that currently have vacancies and setting term lengths for these alternates. Council is asking for recommendations on this matter from the Commissions.

Note the Arts Commission's Alternate vacancies, discuss Term Lengths for Alternates and direct staff to report the Commission's Alternate status and recommendation for Alternate Term Lengths, to Gail Blalock, City Clerk for the City of Milpitas.

Commissioner Luna felt alternates were not very productive because they don't have voting rights when all the Commissioners are at the meeting.

Commissioners Ogle, Hayes, and Rabe felt alternates provide a great training opportunity for future Commissioners and are typically seated due to absences by other Commissioners.

Commissioner Hays felt the three year terms length for alternates was too long and that people might lose interest.

MOTION to recommend to City Council the following with regards to alternates on City Commission's:

- 1) The City's Commission application, include an area which indicates whether or not the applicant would be interested in being an alternate if not selected as a Commissioner.
- 2) Alternates are always seated at the table regardless of if they have voting rights.
- 3) One year term limit.

M/S: Hays, Hicks All Ayes

Don Bachman, Community Services Manager, explained the Commission will need to wait and see what the City Council decides and then may need to amend the by-laws accordingly.

#### **IX. Other Business**

1. Staff Reports/Program Reports  
None

2. Liaison Reports  
None.

#### **X. Future Agenda Items**

March: Possibility of Charging a Fee Dedication to Contractors for Public Art Projects; Sal Cracolice Statue Update and Status Report; Phantom Art Gallery Application Review; Cultural Arts Plan Update; Commission Liaison Assignments; Youth Arts Grant Program; Arts Council Silicon Valley "Art Build Communities Grant"

April: Cultural Arts Support Program Review 2001-2002;

#### **XI. Adjournment**

There being no further business, Vice-Chairperson Rabe adjourned the meeting at 8:25pm until the next regularly scheduled meeting on March 26, 2001.

Respectfully Submitted,

Jennifer Schneider  
Recording Secretary

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
ARTS COMMISSION**

**Minutes:** Regular meeting of Arts Commission

**Date of Meeting:** Monday, May 21, 2001

**Place of Meeting:** Jose Higuera Adobe, Wessex Place

- I. Roll** Chairperson Cherry called the meeting to order at 7:02 p.m.
- Commissioner's Barrie (7:07 p.m.), Cherry, Foulk, Luna, Ogle and Rabe were present.
- City Staff Present: Kathleen Yurchak, Acting Recreation Services Supervisor
- City Council Liaison absent: Jim Lawson
- Guests: Larry Voellger, Milpitas Alliance For The Arts President
- II. Pledge** Chairperson Cherry led the Commission in the Pledge of Allegiance.
- III. Citizen's Forum** None.
- IV. Announcements/Correspondence** Kathleen Yurchak, Acting Recreation Services Supervisor announced the following:
- Memorial Day Ceremony is scheduled for May 28, 2001 at 9 AM at Veteran's Memorial Park.
  - Sports Center and Teen Center Ribbon Cutting Ceremonies will be held on June 7, 2001.
- Commissioner Luna invited the Commission to attend the upcoming FilAm Fiesta on June 2, 2001 at the Milpitas Community Center.
- V. Approval of Minutes** MOTION to approve April 23, 2001 minutes as submitted.  
M/S: Rabe, Ogle  
Ayes: (6) Barrie, Cherry, Foulk, Luna, Ogle and Rabe.  
Absent: (2) Hays and Hicks
- VI. Approval of Agenda** MOTION to approve the May 21, 2001 agenda with the following changes: "Review Artists Susan Helmer and Thomas Walsh moved to item #1 and to re-agendize the Cultural Arts Support Program 2001-2002 Review to June 25, 2001 however, to allow public comment to the guests in the audience for further discussion at the June 25, 2001 Arts Commission meeting.  
M/S: Rabe, Hays

All Ayes  
Absent: (2) Hays and Hicks

## **VII. New Business**

### **1. Review Artists Susan Helmer and Thomas Walsh**

At the Monday, February 26, 2001 Arts Commission meeting, the Commission unanimously agreed to take over the selection of the Phantom Art Gallery Artist, and directed staff to agendaize the two pending applications for the Monday, March 26, 2001 meeting.

Applicant, Susan Helmer, was not in attendance at the Monday, March 26, 2001 meeting. The applicant asked that this item be re-agendized. On Wednesday, April 4th, the Cultural Arts Coordinator received an Artist Application from Thomas Walsh.

Each artist will bring in 5 pieces to present to the Arts Commission for their review and discussion. The artist will be given 5-7 minutes to introduce themselves and their work. At that time, the Arts Commissioners will be given the opportunity to ask any additional questions they may have. Upon completion of both presentations the Arts Commission will have the opportunity to discuss the presentations and vote.

Artist Susan Helmer submitted her application in December of 2000. Should her application be approved, her work would be displayed from January 2002 through March 2002. Artist Susan Helmer gave an extensive overview of her bead art work.

The Commission were in favor of her bead art work and felt she met the Phantom Art Gallery Guidelines, however, they felt it would be more appropriate for Susan's Helmer to be accompanied with another artist (possibly textile artist). Artist Susan Helmer explained that she worked with many other artists in the Bay Area and should be able to recruit another artist.

MOTION to approve Susan Helmer's application with the condition that she recruit 1 or more artists' to compliment her work and to return to the Arts Commission at the September 24, 2001 Arts Commission meeting with the applicant(s) application.

M/S: Foulk, Ogle

All Ayes

Absent: (2) Hays and Hicks

Artist Thomas Walsh submitted his application in April of 2001. Should his application be approved, his work would be displayed from April 2002 through June 2002. Thomas Walsh gave an extensive overview of his artwork.

Commissioner Barrie questioned if the artist had considered the stability of the pieces since the lobby has a large amount of public contact. Thomas Walsh explained that he uses gallery putty, which is very stable, and he didn't feel it would be an issue.

Commissioner Cherry asked if the artist could provide a sheet explaining the pieces of artwork. Thomas Walsh explained that he would have a sheet indicating an artist's statement, which includes references.

Commissioner Luna asked if each piece would have a description.

Mr. Walsh stated that the concerns of the artwork are the same, but the solutions are different, which would be indicated on his artist's statement.

Commissioner Rabe suggested having both horizontal and vertical pieces at the exhibit. Thomas Walsh ensured the Arts Commission that he had over 300 pieces of artwork which could be displayed, however, due to their size and weight, it was difficult to bring a large amount of them.

MOTION to approve Thomas Walsh's Phantom Art Gallery application providing the Arts Commission are able to have a preview of all the pieces to be displayed prior to the opening of the show and the artist provides his own pedestals.

M/S: Barrie, Foulk

All Ayes

Absent: (2) Hays and Hicks

## **VIII. Old Business**

### **1. Naming of Community Center Stage (Marsha Schneider) - Review and Discussion**

At the February 26, 2001 Arts Commission meeting, the Arts Commission recommended bringing forward to the Council the naming of the Community Center stage after (recently retired) Rainbow Theater Director Marsha Schneider and to also recommend that staff purchase an appropriate plaque to be placed near the stage.

At the March 20, 2001 City Council meeting, the Council approved the request from the Arts Commission to name the Community Center stage after Marsha Schneider and directed staff to purchase and install a plaque.

Included in the Commission's packet for review and consideration was a sample of a few different plaques from which to select.

Commissioner Rabe provided the Commission with a different sample plaque with the following wording, "THE MARSHA J. SCHNEIDER STAGE, June 8, 2002, in honor of, Marsha J. Schneider, For her outstanding contribution to the Arts in the City of Milpitas" with the City of Milpitas Logo at the top and Recreation logo at the bottom.

The Commission requested that the Marsha Schneider stage dedication unveiling occur at the Rainbow Theatre 20th Anniversary Party on June 8, 2002.

MOTION to recommend approval of the new plaque and return to the Commission with the sample.

M/S: Rabe, Foulk

All Ayes

Absent: (2) Hays and Hicks

### **2. Review Phantom Art Gallery Application and Review Process**



At the Monday, March 26, 2001 Arts Commission meeting, Commissioner Rabe requested that the Phantom Art Gallery Application and Review Process be agendaized for discussion and review, as it had not been under the direction of the Arts Commission when initially formulated.

Commissioner Barrie questioned if the Phantom Art Gallery was to be instituted in businesses. Chairperson Cherry explained that staff had difficulty securing businesses due to security issues, etc. Commissioner Barrie suggested removing "host business" information from the Phantom Art Gallery application guidelines.

The Commission requested to reagendaize this items at the June 25, 2001 Arts Commission meeting and to have staff include the application and review process in the packet with the appropriate wording changes (i.e. Arts Commission vs. Phantom Art Gallery Review panel, removing host business information, etc.) They also requested the application indicate that sales at the event location are not appropriate.

### **3. Review Sample Proclamation**

Background: At the Monday, February 26, 2001 Arts Commission meeting, Cultural Arts Coordinator, Lori Flint, distributed a handout of information regarding the California Arts Council's "Year of the Arts Campaign."

On Monday, March 26, 2001, Commissioner Cherry requested that the sample proclamation found in the handout, be agendaized for discussion and review. Included in the Commission's packet for review was a copy of the sample proclamation. The Commission discussed at length the wording on the proclamation.

MOTION to approve the following wording to the Proclamation and to forward to City Council: "Whereas the Arts are vital to the economic, social, commercial, educational, and cultural health of City of Milpitas, and Whereas the Arts contribute to the economic well-being of the community, and,  
Whereas the Arts are core to the education of our children, and  
Whereas the Arts are crucial to the social and cultural life of our community,  
And,  
Whereas the Arts contribute to tolerance and understanding across multi-cultural lines,  
Now therefore, the City of Milpitas does hereby resolve to endorse increased State Funding of the Arts in California, and calls on the Legislature to enact such legislation.

Issued this \_\_\_\_\_ day of 2001  
By \_\_\_\_\_."  
M/S: Foulk, Luna  
All Ayes  
Absent: (2) Hays and Hicks

### **4. Cultural Arts Support Program Review 2001-2002**

On April 23, 2001, the Arts Commission reviewed the 2001-2002 Cultural Arts Support Program (CASP) Applicants, using the grant

application guidelines and procedures as approved in June, 2000, by the Parks, Recreation and Cultural Resources Commission (PRCRC). Historically, the PRCRC has discussed the review process and directed staff to update the application and review meeting procedures accordingly.

At the April 23, 2001 meeting, the Arts Commission requested that this item be agendaized for discussion.

Chairperson Cherry explained that there were several groups, which were upset about the rating process, and she announced at the last City Council meeting, that all the organizations were invited to attend the Arts Commission meeting to express concerns or suggestions for improvements. However, only one group representative was present, Larry Voellger of Milpitas Alliance For The Arts. She also reported that the grant application is modeled after the Community Foundation Grant and felt the application was clear and concise.

The following are ideas and suggestions from Arts Commissioners regarding the CASP Program:

#### **Structural Changes to CASP Meeting:**

- Provide refreshments for the Commissioners at the CASP Review.
- Have no other agenda items on the evening of the CASP Review and start the meeting earlier.
- Conduct a Special CASP Review meeting rather than a regularly scheduled Arts Commission meeting.
- More Active Role of Commissioners in dialogue with groups and Commissioners; like an interview.
- Importance of Commissioners preparing for the meeting.
- Have staff provide a monetary figure to the in-kind services being requested (i.e. rental for facility, staffing, printing, etc.) from the applicants.

#### **Application**

- Budget information needs to be more clear and concise.
- Applications need to be screened by staff so the Arts Commission doesn't review applications that don't meet the criteria (i.e. separation of church and state, etc.)
- Possibly rate groups on presentation.
- Clearer on what types of art endeavors the Arts Commission will fund.

#### **Rating**

- When rating the groups need to consider if they are a newly formed organization or new applicant vs. returning applicant.
- Rank groups 1-20 (based on how many applicants) and distributes a variety of funding amounts to all groups.
- Rank groups and let the City Council determine funding.
- Have a certain amount of designated grants (varying from 500/1,000/1,500/2,000) to spread the money based on needs.
- Partnerships between two or more groups or new group or activities weigh heavier.

Larry Voellger, Milpitas Alliance for the Arts made the following

suggestions/comments:

- Encouraged all Commissioners to make some sort of comments to the grant applicants. He felt it would assist the organizations in improving their future proposals.
- Add the date of the presentation on the application process.
- Felt the CASP program was too performance based and should encourage groups to propose projects that foster art (i.e. Arts Page in Milpitas Post, etc.) not necessarily put on an event or performance.

MOTION to re-agendize this item for the June 25, 2001, Arts Commission meeting for further discussion due to the absence of Lori Flint, Cultural Arts Coordinator.

M/S: Foulk, Ogle

All Ayes

Absent: (2) Hays and Hicks

## **5. Review idea of "Tree-Round Art Pieces"**

At the Monday, April 23, 2001 Arts Commission meeting, Commissioner Linda Rabe mentioned that tree-rounds had been preserved from the trees that formerly stood in front of City Hall. She expressed her interest in seeing them turned into an art piece of some kind, and displayed prominently within the City because the trees had been very important to the Milpitas Community. Commissioner Rabe requested that staff agendize this item for discussion at the May 21, 2001 Arts Commission meeting.

Commissioner Rabe felt it would be appropriate to incorporate this with the City Hall opening in the later part of this year.

Commissioner Barrie suggested dating the rings to indicate the timeline of the tree rounds.

Chairperson Cherry felt a commemorative tree piece would be nice. Staff will look into securing an appropriate tree-round.

MOTION to table this item until the October 22, 2001, Arts Commission meeting.

M/S: Foulk, Ogle

All Ayes

Absent: (2) Hays and Hicks

## **6. City Calendar 2002**

**Background:** Recreation Staff is currently working on the 2002 City Calendar. Staff noticed that the December 2002 Arts Commission meeting falls on December 23, 2002 the day before a City holiday.

MOTION to cancel the December, 2002 Arts Commission meeting.

M/S: Barrie, Foulk

All Ayes

Absent: (2) Hays and Hicks

## **VII. OTHER**

## **BUSINESS**

### **IX. Other Business**

#### **1. Staff Reports/Program Reports**

Commissioner Foulk reported the new superintendent would be announced at the Milpitas Unified School District Board meeting on May 22, 2001 at 7:00 p.m.

#### **2. Liaison Reports**

**2.1 City Council** - none

**2.2 Community Advisory Commission** - none

**2.3 Senior Advisory Commission** - Kathleen Yurchak, Acting Recreation Services Supervisor, gave an overview of the May activities at the Senior Center. She also reported that May is "Older American's Month."

**2.4 Planning** - none

**2.5 Youth Advisory Commission** - none

**2.6 Parks, Recreation and Cultural Resources Commission** - Discussed the variety of options of how to honor Sal Cracolice.

**2.7 Milpitas Historical Society** - none

**2.8 Sister Cities Commission** - none

**2.9 Library Advisory Commission**

**X. Future Agenda Items** June: Cultural Arts Support Program Review 2001-2002; Phantom Art Gallery Application and Review Process; Review Marsha Schneider Stage Dedication Updated Plaque Samples;

October: Brainstorming Ideas for Wood Rounds from City Hall Discussion

Workshop: Review Cultural Arts Plan

**XI. Adjournment** There being no further business, Chairperson Cherry adjourned the meeting at 9:17 p.m. until the next regularly scheduled meeting on June 25, 2001.

Respectfully Submitted,  
Jennifer Schneider  
Recording Secretary

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
ARTS COMMISSION**

**Minutes:** Regular Meeting of Arts Commission  
**Date of Meeting:** Monday, August 27, 2001  
**Place of Meeting:** Milpitas Community Center, 457 E. Calaveras Blvd., Rooms 7&8

**I. Roll** Chairperson Cherry called the meeting to order at 7:00 p.m.

Commissioner's Barrie, Barnes, Cherry, Foulk, Hays, and Ogle were present.

Commissioners absent: Hicks, Luna and Rabe

City Staff Present: AmyBeth Ogden, Recreation Services Supervisor; Lori Flint, Cultural Arts Coordinator; Jennifer Schneider, Recording Secretary;

City Council Liaison present: Jim Lawson

**II. Pledge** The Chair led the Commission in the Pledge of Allegiance

**III. Citizen's Forum** No persons were present in the audience.

**IV. Minutes** MOTION to approve the minutes of July 23, 2001 meeting as submitted.  
M/S: Barrie, Ogle  
Ayes: (6) Barnes, Barrie, Cherry, Foulk, Hays and Ogle  
Absent: (3) Hicks, Luna and Rabe

**V. Agenda** MOTION to approve the August 27, 2001 agenda as submitted.  
M/S: Hays, Barrie  
All Ayes  
Absent: (3) Hicks, Luna and Rabe

**VI. Announcements/Correspondence**

- Lori Flint, Cultural Arts Coordinator, reported on the following items:
- The Arts Commission budget for FY 2001-2002 is \$500 for conference/meetings and \$260 for miscellaneous expenses.
  - Distributed fliers for an upcoming Commissioners training. AmyBeth Ogden, Recreation Services Supervisor suggested registering early as the fliers have been distributed in several cities in the Bay Area and space is limited.
  - Phantom Art Gallery Opening for Agnew's Development Center will be on September 28, 2001 from 5-7PM. Chairperson Cherry asked for volunteers to assist Lori with the set-up of refreshments as she and Larry would be out of town and usually provide. Commissioner Ogle volunteered to assist Lori @ 4:30 PM on September 28, 2001.
  - Marsha Schneider's plaque and stage dedication will be unveiled at Rainbow Theatre's opening show of the 20<sup>th</sup> Season on Thursday, September 20, 2001 at 7:30 PM. Staff requested that the Commission arrive by 7:15 PM.

**VII. Citizen's Forum** No persons from the public were present.

**VIII. Old Business**

**1. Review Phantom Art Gallery Application and Review Process**

At the July 23, 2001 Arts Commission meeting, the Commission discussed the current application and review process, and requested that staff return to the Commission with a draft for review of the changes they requested. A complete list of changes can be found in the minutes for the July 23 meeting.

MOTION to approve the Phantom Art Gallery Artist Application draft with the following changes:  
M/S: Foulk, Barrie  
All Ayes  
Absent: (3) Hicks, Luna and Rabe

## **2. Cultural Arts Support Program Review 2001-2002**

On April 23, 2001, the Arts Commission reviewed the 2001-2002 Cultural Arts Support Program (CASP) Applicants, using the grant application guidelines and procedures as approved in June, 2000, by the Parks, Recreation and Cultural Resources Commission (PRCRC). Historically, the PRCRC has discussed the review process and directed staff to update the application and review meeting procedures accordingly.

At the April 23, 2001 meeting, the Arts Commission requested that this item be agendaized for discussion. At the May 21, 2001 meeting, the Arts Commission requested to re-agendaize this item for further discussion. Included in the packet is a copy of the CASP application and review material for review. The ideas and suggestions discussed at the May 21, 2001, Arts Commission meetings were included in the minutes of the meeting which were attached.

At the July 23, 2001 meeting the Commission discussed the current application and review process, and decided to table the item for further discussion at the August 27, 2001 meeting. The Commission decided that each Commissioner would bring their top three criteria for rating CASP applicants to the August 27<sup>th</sup> meeting for discussion. Commissioner Foulk and Chairperson Cherry distributed copies of draft CASP Grant Scoring and review criteria for discussion. The Commission discussed at length the criteria for rating the CASP applicants and determined to mesh the two criteria forms together. The Commission was very receptive to the ideas and felt it was important to include the goals of the Cultural Arts Master Plan. The majority of the discussion was on how the scoring of allotting points to returning applicants, new applicants, partnership projects, and Milpitas based organizations. Some of the Commissioners didn't think points should be given to groups if they are returning, new, Milpitas based, while others felt it was the direction of Council to include them. Council member Lawson explained the Council's vision on the CASP Program and their thought on having the majority of the monies distributed to Milpitas artists and encouraging new artists.

### **Need to insert the draft proposed draft of CASP Grant Scoring Sheet**

MOTION to direct staff to update the rating sheet by combining Commissioner Foulk's and Chairperson Cherry's rating sheets as distributed at the meeting and return to the Arts Commission with a draft at the September 24, 2001, Arts Commission meeting.

M/S: Foulk, Ogle  
All Ayes  
Absent: (3) Hicks, Luna and Rabe

## **3. Review Sample Proclamation**

At the Monday, February 26, 2001 Arts Commission meeting, Cultural Arts Coordinator, Lori Flint, distributed a handout of information regarding the California Arts Council's "Year of the Arts Campaign."

On Monday, March 26, 2001, Commissioner Julie Cherry requested that the sample proclamation found in that handout, be agendaized for discussion and review.

On Monday, May 21, 2001, the Arts Commission unanimously moved to approve the following wording to the Proclamation and to forward to City Council: "Whereas the Arts are vital to the economic, social, commercial, educational, and cultural health of City of Milpitas, and Whereas the Arts contribute to the economic well-being of the community, and,  
Whereas the Arts are core to the education of our children,  
and  
Whereas the Arts are crucial to the social and cultural life of our community,  
And,  
Whereas the Arts contribute to tolerance and understanding across multi-cultural lines,  
Now therefore, the City of Milpitas does hereby resolve to endorse increased State Funding of the Arts in California, and calls on the Legislature to enact such legislation.

Issued this \_\_\_\_\_ day of 2001  
By \_\_\_\_\_.”

The Cultural Arts Coordinator forwarded the wording for the proclamation on to the City Clerk’s office for processing. The City Clerk’s office notified the Cultural Arts Coordinator that the wording approved by the Arts Commission constituted a resolution rather than a proclamation and would need to go to City Council for their approval. Staff has attached a Proclamation issued by the City of Milpitas in October 1996 proclaiming October as Arts and Humanities Month for the Commission’s review.

The Commission was definitely in support of the resolution vs. the Proclamation.

MOTION to direct staff to agendize the resolution for City Council review and consideration.

M/S: Barrie, Foulk

All Ayes

Absent: (3) Hicks, Luna and Rabe

## **IX. New Business**

### **1. Review Artist Nathann Schneider**

The City of Milpitas, Recreation Services Division, created the Phantom Art Gallery in an effort to provide new visual art experiences for the Milpitas community. Artists submit an official Phantom Art Gallery Artist Application, which is reviewed by the Milpitas Arts Commission. Each approved artist will display his or her work for three (3) months.

#### Phantom Art Gallery Schedule

September, 2001 – December, 2001	Sandi Weinstein
December, 2001 – March, 2002	Susan Helmer
March, 2002 – June, 2002	Thomas Walsh

The following questions would be discussed in determining the applicant's eligibility:

- 1) Does this artwork meet your criteria and expectations for the City of Milpitas Phantom Art Gallery?
- 2) Is there anything in particular that you liked or disliked about this artwork?
- 3) Is the artwork appropriate for public viewing?
- 4) Provided this artist can fulfill the obligations set out in the Artist Application Packet, would you recommend accepting this artist as a candidate for the Milpitas Phantom Art Gallery? Why or why not?

The applicant was not present at the time the application was for review, so the Arts Commission did not review the application.

## **X. Other Business**

### **1 Staff Reports/Program Reports**

Lori Flint, Cultural Arts Coordinator reported on the following items:

- Staff researched the possibility of roaming the Phantom Art Gallery to the Senior Center, however, it would not be feasible due to issues of modifying the historic building.

Commissioner Foulk said he would contact the School District Office and inquire about using the Administration facility for the Phantom Art Gallery space again.

The Commission was very interested in having gallery space at the new city hall location.

#### **Summer Concert Series**

- Flashback performed on 7/24 – 600 attended.
- Senseless performed with over 200 in attendance.

#### **Rainbow Theatre**

- State Faire Show 39 children cast and over 700 students viewed the successful show.
- If These Walls Could Talk, 30 auditioned and 20 were cast.
- Rumpelstiltskin Is My Name, 38 auditioned and 32 were cast.

#### **Cultural Arts Support Program (CASP)**

- Adage performed on 8/17 and 8/18 at their own studio. Staff apologized about the different dates and location, however, the group did not inform staff of the changes in location and dates.



## **2 Liaison Reports**

- 2.1 City Council** – Council member Lawson reported on the recent Kukizaki visit and explained the City Council and Sister Cities Chairperson were presented with a wood block and a very beautiful vase. He also requested that staff bring the wood block to the next Sister Cities Commission meeting on September 24, 2001.
- 2.2 Community Advisory Commission** - none
- 2.3 Senior Advisory Commission** - none
- 2.4 Planning Commission** - none
- 2.5 Youth Advisory Commission** - none
- 2.6 Parks, Recreation and Cultural Resources Commission** - none
- 2.7 Milpitas Historical Society** - none
- 2.8 Sister Cities Commission** – Chairperson Cherry reported on the recent Kukizaki visit festivities at the Farewell BBQ @ the Adobe on August 15, 2001 which was very well attended.

Chairperson Cherry also reported that the major players in the “Art in Your Park Project” have signed the Sundial Contract

- 2.9 Library Advisory Commission** - none

## **XI. Future Agenda Items**

Phantom Art Gallery Program – Name review; Letter to City Council requesting a representative from the Arts Commission be on the library sub-committee to provide input on adding visual art to the facility.

## **XII. Adjournment**

There being no further business, Chairperson Cherry adjourned the meeting at 8:15 p.m. until the next regularly schedule meeting on September 24, 2001.

Respectfully Submitted

Jennifer Schneider  
Recording Secretary

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
ARTS COMMISSION**

**Minutes:** Regular Meeting of Arts Commission  
**Date of Meeting:** Monday, September 24, 2001  
**Place of Meeting:** Milpitas Community Center, 457 E. Calaveras Blvd., Rooms 7&8

**I. Roll**

Chairperson Cherry called the meeting to order at 7:00 p.m.

Commissioner's Barrie, Cherry, Foulk, Hays, Rabe and Ogle were present.

Commissioners absent: Barnes, Hicks, and Luna

City Staff Present: AmyBeth Ogden, Recreation Services Supervisor; Lori Flint, Cultural Arts Coordinator; Jennifer Schneider, Recording Secretary; Cynthia Maxwell, Senior Administrative Analyst;

City Council Liaison present: Jim Lawson

**II. Pledge**

The Chair led the Commission in the Pledge of Allegiance

**III. Citizen's Forum**

No persons were present in the audience.

**IV. Minutes**

MOTION to approve the minutes of August 27, 2001 meeting with the following changes: on page 2, remove "Need to insert the draft proposal of CASP Grant scoring Sheet"; on page 5, under City Council report, change Sister Cities Commission to Arts Commission.

M/S: Foulk, Barrie

Ayes: (5) Barrie, Cherry, Foulk, Hays and Ogle

Absent: (3) Barnes, Hicks, and Luna

Abstain: (1) Rabe

**V. Agenda**

MOTION to approve the September 24, 2001 agenda with the following changes and additions: add Marsha Schneider Stage Dedication Unveiling – Selection of date; move New Business item #1 to first item on the agenda.

M/S: Barrie, Hays

All Ayes

Absent: (3) Barnes, Hicks, and Luna

**VI. Announcements/Correspondence**

Lori Flint, Cultural Arts Coordinator, reported on the following items:

- Phantom Art Gallery Opening for Agnew's Development Center will be on September 28, 2001, from 5-7PM.
- Rainbow Theatre presents, "Rumpelstiltskin Is My Name", October 5-13<sup>th</sup>.
- Rainbow Theatre auditions for "Babe" will be held on October 23-24, 2001, from 3:30-5:30 p.m.

Chairperson Cherry explained she was working on a Valley Transportation Authority Committee for the artwork at three transit stations. The request for proposal went out and over 24 artists submitted their applications. The Committee chose five artists. She was very excited about the project and the high caliber of artists.

**VII. Citizen's Forum**      No persons from the public were present.

**VIII. Old Business**

**1. Discussion: Letter to Library about Adding Arts Commissioner to Sub-Committee**

At the August 27, 2001, Arts Commission meeting, Commissioner Hays requested that staff agendaize the writing of a letter to City Council to request a member of the Arts Commission be added to the library sub-committee.

Cynthia Maxwell, Senior Administrative Analyst, was at the meeting and gave an extensive overview of the library needs assessment and process. She reported that the consultant would be doing a comprehensive user survey for the needs assessment starting in October (via on-line, phone, hard copies at city facilities, interviews, focus groups, and public workshops) to identify the needs and priorities of the stakeholders. Since the Arts Commission is one of the stakeholders, they would be invited to participate in the user survey. She also reported that the new library would be built on the existing property. The needs assessment is scheduled to be completed by the end of January.

Chairperson Cherry urged all Commissioners to be involved and participate in the needs assessment so they can influence the art aspects. Cynthia Maxwell, Senior Administrative Analyst, said she would see about providing an opportunity for Arts Commission to review the needs assessment.

**2. Review Artist Alfredo Gonzalez**

The City of Milpitas, Recreation Services Division, created the Phantom Art Gallery in an effort to provide new visual art experiences for the Milpitas community. Artists submit an official Phantom Art Gallery Artist Application, which is reviewed by the Milpitas Arts Commission. Each approved artist will display his or her work for three (3) months.

Phantom Art Gallery Schedule

September, 2001 – December, 2001	Sandi Weinstein
December, 2001 – March, 2002	Susan Helmer
March, 2002 – June, 2002	Thomas Walsh

Artist Susan Helmer, was approved by the Arts Commission on May 21, 2001 under the condition that she find an accompanying artist to co-display their works.

Artist, Alfredo Gonzalez, submitted his Phantom Art Gallery Artist Application in August, 2001. Should his application be approved, his work would be on display with Susan Helmer.

The following questions were discussed in determining the applicant's eligibility:

- 1) Does this artwork meet your criteria and expectations for the City of Milpitas Phantom Art Gallery?
- 2) Is there anything in particular that you liked or disliked about this artwork?
- 3) Is the artwork appropriate for public viewing?

- 4) Provided this artist can fulfill the obligations set out in the Artist Application Packet, would you recommend accepting this artist as a candidate for the Milpitas Phantom Art Gallery? Why or why not?

Alfredo Gonzalez was in attendance at the meeting and gave an overview of his artwork and background.

Commissioner Barrie said she didn't want the work to overwhelm the works of Susan Helmer and requested the two collaborate together to find complimentary works for the show.

The Commission was favorable to his artwork and encouraged him to invite other students and teachers from the Milpitas Unified School District and Modesto area.

MOTION to approve Alfredo Gonzalez application which will be displayed with Susan Helmer's work.

M/S: Barrie, Ogle

All Ayes

Absent: (3) Barnes, Hicks, and Luna

### **3. Review Artist Nathann Schneider**

The City of Milpitas, Recreation Services Division, created the Phantom Art Gallery in an effort to provide new visual art experiences for the Milpitas community. Artists submit an official Phantom Art Gallery Artist Application, which is reviewed by the Milpitas Arts Commission. Each approved artist will display his or her work for three (3) months.

#### Phantom Art Gallery Schedule

September, 2001 – December, 2001	Sandi Weinstein
December, 2001 – March, 2002	Susan Helmer
March, 2002 – June, 2002	Thomas Walsh

The following questions would be discussed in determining the applicant's eligibility:

- 5) Does this artwork meet your criteria and expectations for the City of Milpitas Phantom Art Gallery?
- 6) Is there anything in particular that you liked or disliked about this artwork?
- 7) Is the artwork appropriate for public viewing?
- 8) Provided this artist can fulfill the obligations set out in the Artist Application Packet, would you recommend accepting this artist as a candidate for the Milpitas Phantom Art Gallery? Why or why not?

The applicant was not present for the second time his application was to be reviewed, so the Arts Commission did not review the application and did not wish to review any further requests submitted.

### **4. Discuss Re-naming of the Phantom Art Gallery**

At the July 23, 2001 Arts Commission meeting, the Commission discussed the current application and review process, and requested that staff return to the Commission with a draft for review of the changes they requested. A complete list of changes can be found in the minutes for the July 23 meeting.

At the August 27<sup>th</sup> 2001 Arts Commission meeting, the Commission reviewed and approved a new Phantom Artist Application. Commissioner Hays requested that staff agendize the Phantom Art Gallery for discussion of a new name for the program.

The Commission discussed at length the Phantom Art Gallery name and it's appropriateness.

MOTION to change the Phantom Art Gallery name to Milpitas Phantom Art Gallery.

M/S: Barrie, Foulk

All Ayes

Absent: (3) Barnes, Hicks, and Luna

## **5. Cultural Arts Support Program Review 2001-2002**

On April 23, 2001, the Arts Commission reviewed the 2001-2002 Cultural Arts Support Program (CASP) Applicants, using the grant application guidelines and procedures as approved in June, 2000, by the Parks, Recreation and Cultural Resources Commission (PRCRC). Historically, the PRCRC has discussed the review process and directed staff to update the application and review meeting procedures accordingly.

At the April 23, 2001 meeting, the Arts Commission requested that this item be agendized for discussion. At the May 21, 2001 meeting, the Arts Commission requested to re-agendize this item for further discussion. Included in the packet is a copy of the CASP application and review material for review. The ideas and suggestions discussed at the May 21, 2001, Arts Commission meetings were included in the minutes of the meeting which were attached.

At the July 23, 2001 meeting the Commission discussed the current application and review process, and decided to table the item for further discussion at the August 27, 2001 meeting. The Commission decided that each Commissioner would bring their top three criteria for rating CASP applicants to the August 27<sup>th</sup> meeting for discussion. Commissioner Foulk and Chairperson Cherry distributed copies of draft CASP Grant Scoring and review criteria for discussion. The Commission discussed at length the criteria for rating the CASP applicants and determined to mesh the two criteria forms together. The Commission was very receptive to the ideas and felt it was important to include the goals of the Cultural Arts Master Plan. The majority of the discussion was on how the scoring of allotting points to returning applicants, new applicants, partnership projects, and Milpitas based organizations. Some of the Commissioners didn't think points should be given to groups if they are returning, new, Milpitas based, while others felt it was the direction of Council to include them. Council member Lawson explained the Council's vision on the CASP Program and their thought on having the majority of the monies distributed to Milpitas artists and encouraging new artists.

At the August 27<sup>th</sup>, 2001 meeting, the Commission discussed criteria and a format for reviewing and ranking CASP applicants. The Commission requested that staff create a review and ranking sheet based on their discussion, and bring it back for their approval at the September meeting.

The Commission discussed at length the CASP application draft and wanted it to be user friendly and self-explanatory for both the Commission and applicants.

MOTION to create a sub-committee of Commissioner Foulk and Chairperson Cherry to draft and re-format the CASP application-rating sheet and forward the final draft to City Council for review.

M/S: Barrie, Hays

All Ayes

Absent: (3) Barnes, Hicks, and Luna

The Commission requested the Cultural Arts Grant meeting start at 5:00 P.M. on April 22, 2001 and that staff provide dinner, beverages and snacks.

## **IX. New Business**

### **1. Naming of Community Center Stage – Marsha Schneider (Re-schedule)**

At the February 26, 2001 Arts Commission meeting, the Arts Commission recommended bringing forward to the Council the naming of the Community Center stage after (recently retired) Rainbow Theatre Director Marsha Schneider and to also recommend that staff purchase an appropriate plaque to be placed near the stage.

At the March 20, 2001 City Council meeting, the Council approved the request from the Arts Commission to name the Community Center stage after Marsha Schneider and directed staff to purchase and install an appropriate plaque.

At the May 21, 2001 Arts Commission meeting, the Arts Commission recommended unveiling the plaque at a Rainbow Theatre opening show on Thursday, September 20, 2001, however, it was necessary to re-schedule to allow more time for notification of the City Council

The Commission chose the following dates as options for the City Council to have the plaque dedication unveiling for Marsha Schneider: First choice: January 18, 2002 and Second Choice: April 26, 2002.

## **X. Other Business**

### **1 Staff Reports/Program Reports**

Lori Flint, Cultural Arts Coordinator reported on the following items:

#### **Rainbow Theatre**

- State Fair Show, 39 children cast and with 1,575 viewed the show.
- If These Walls Could Talk, 30 auditioned and 20 were cast. 393 attended the show. Chairperson Cherry complimented staff on the show as she brought a Teen who was very responsive to the show. She recommended the show going to either the high school or teen center in the future. Staff explained that the show would be touring to Rancho Middle School.

AmyBeth Ogden, Recreation Services Supervisor, reported that the following Commissioners terms were to expire in October: Hays, Ogle, Foulk, and Luna. Commissioner Hays, Ogle, and Foulk were interested in re-appointment. Commissioner Luna was not in attendance at the meeting to respond.

## **2 Liaison Reports**

### **2.1 City Council –**

Council member Lawson gave an update on the City Hall Project. It is scheduled to open on March, 2002. He reported that the Veteran's Memorial display has been re-located to the Police Department. He also distributed the wood block, which was presented to the City from the Kukizaki visitors.

### **2.2 Community Advisory Commission - none**

### **2.3 Senior Advisory Commission - none**

### **2.4 Planning Commission - none**

### **2.5 Youth Advisory Commission - none**

### **2.6 Parks, Recreation and Cultural Resources Commission**

Commissioner Ogle reported on the following agenda items: Community Garden, Youth Sports Grant, and Dog Park Update.

### **2.7 Milpitas Historical Society - none**

### **2.8 Sister Cities Commission – none**

### **2.9 Library Advisory Commission - none**

Commissioner Foulk encouraged the Commissioners to attend the Standing for Children event at the Great Mall on November 3, 2001 to help celebrate "National Family Week." A variety of displays and information will be available at the event.

Chairperson Cherry gave an update on the banners which were purchased with funds Arts Build Communities grant. The banners are scheduled to be hung starting October 1, 2001 on Calaveras Blvd.. She indicated the banners has the Arts Hot-Line phone # and "Get an Artitude in Milpitas" logo on them. The banners will be displayed until the end of November when the holiday season banners are displayed. It is the hope of the Milpitas Alliance For The Arts that these banners will be displayed in the off-season when the banner space is not being used.

## **XI. Future Agenda Items**

Possible date for Workshop/Retreat; Possible Projects for Arts Commission to Work On – Brainstorm;

## **XII. Adjournment**

There being no further business, Chairperson Cherry adjourned the meeting at 8:57 p.m. until the next regularly schedule meeting on October 22, 2001.

Respectfully Submitted

Jennifer Schneider  
Recording Secretary

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
ARTS COMMISSION**

- Minutes:** Regular Meeting of Arts Commission  
**Date of Meeting:** Monday, October 22, 2001  
**Place of Meeting:** Milpitas Community Center, 457 E. Calaveras Blvd., Room 7&8
- I. Roll** Vice-Chair Rabe called the meeting to order at 7:00 p.m.
- Commissioner's Barnes, Foulk, Hays, Rabe and Ogle were present.
- Commissioners absent: Barrie, Cherry Hicks, and Luna
- City Staff Present: AmyBeth Ogden, Recreation Services Supervisor; Jennifer Tagalog, Recording Secretary;
- City Council Liaison present: Jim Lawson
- II. Pledge** The Chair led the Commission in the Pledge of Allegiance and Commissioner Barnes sang God Bless America.
- III. Citizen's Forum** A student from San Jose State was in attendance to be able to report to her class about a Community meeting.
- IV. Minutes** MOTION to approve the minutes of August 27, 2001 meeting with the as submitted.  
M/S: Hays, Foulk  
Ayes: (4) Foulk, Rabe, Hays and Ogle  
Absent: (4) Cherry, Barrie, Hicks, and Luna  
Abstain: (1) Barnes
- V. Agenda** MOTION to approve the October 22, agenda as submitted.  
M/S: Foulk, Hays  
All Ayes  
Absent: (4) Cherry, Barrie, Hicks, and Luna
- VI. Announcements/Correspondence**
- AmyBeth Ogden, Recreation Services Supervisor, reported that Lori Flint, Cultural Arts Coordinators last day of work is October 26, 2001. She oversees Cultural Arts and Rainbow Theatre Programs.
- VII. Citizen's Forum** There was a San Jose Student in the audience who was attending a public meeting for a class.
- VIII. New Business**
- 1. December Arts Commission meeting**
- The December Arts Commission meeting falls on Monday, December 24<sup>th</sup> and the City facilities are closed. The Commission needs to decide to either change the date or cancel the meeting for the month.



MOTION to cancel the December 24, 2001 Arts Commission meeting providing no time sensitive issues arise; should the need arise, a meeting would be scheduled on a non-City holiday.

M/S: Foulk, Hays

All Ayes

Absent: (4) Cherry, Barrie, Hicks, and Luna

AmyBeth Ogden, Recreation Services Supervisor, announced she would check out the 2002 Holiday dates and agendize any conflicting dates with the Arts Commission for the November 26, 2002 meeting.

## **2. Select a date for Workshop**

At the September 24, 2001 Arts Commission meeting, Commissioner Rabe requested that staff agendize the date selection for a Commission Retreat.

The Commission selected Monday, March 11, 2002 as a possible Arts Commission Workshop date. They directed staff to check the availability of possible location(s), and formalize the agenda for the workshop. The Commission requested that staff indicate a deadline date that Commissioners need to submit any agenda items to allow for staff research and re-agendize next month for further discussion.

It was suggested that the Commission meet earlier than 7:00 p.m. and staff provide food and beverages for the meeting.

## **3. 2002 Annual Commissioners Recognition Dinner – Gift Selection**

Annually, the City Council has a recognition dinner for members of the City boards, commissions and their respective guests. The recognition dinner is scheduled for Thursday, January 31, 2002, at the Embassy Suites Hotel in Milpitas. Invitations will be sent out in the early part of January.

At the October 16, 2001, City Council meeting the Council voted to allow each Commissioner the opportunity to select his or her own recognition gift. Enclosed in the Commissioners packet for review were pictures of the three gift choices: (1) traditional plaque; (2) a clock, and (3) a saddle tote bag. All the gift items would have the city logo on them. Staff was in attendance at the meeting and presented the sample gift selections.

The following selections were determined:

- (1) Traditional Plaque (Commissioner Foulk and Hays);
- (2) Clock (Commissioner Ogle, and Barnes);
- (3) Saddle Tote Bag (Commissioner Rabe).

## **IX. Other Business**

### **1 Staff Reports/Program Reports**

AmyBeth Ogden, Recreation Services Supervisor, reported on the following items:

Marsha Schneider Stage Dedication is scheduled for January 18, 2002 for opening show of “Babe.” She would be distributing a tentative timeline at the November Arts Commission meeting. With Lori’s resignation, she asked if

Commissioners would be able to assist with evaluating the upcoming Cultural Arts Support Program applicants. Commissioner's Rabe, Foulk, Hays, and Ogle offered to assist. Staff would be contacting the Commissioners with upcoming dates to be covered.

## **2 Liaison Reports**

- 2.1 **City Council** – Council member Lawson reported on a very impressive art show at the Great Mall and reported on the City Hall project (aerial photos were recently taken of the construction site and would occur when completed also). Commissioner Ogle provided some photos from the art show event.

Vice-Chair Rabe questioned how small the pond would be and her concerns about the having an appropriate size pond to display the one and only piece of public art the City has acquired. Council member Lawson reported that staff is re-working the numbers for the pond and will be returning to the Council for consideration as the initial estimate of \$400,000 was increased by over fifty percent. Apparently, the large increase in the figure was due to a waterfall step aspect. Staff will re-agendize this item at an upcoming City Council meeting with the new figure. Vice-Chair Rabe encouraged the Commissioners to check their Council agendas and attend any Council meeting meetings in support of the Flute Player's pond.

- 2.2 **Senior Advisory Commission** – none

- 2.3 **Planning Commission** – none

- 2.4 **Youth Advisory Commission** – none

- 2.5 **Parks, Recreation and Cultural Resources Commission**

Commissioner Ogle reported on her recent Commissioner Training she attended.

- 2.6 **Milpitas Historical Society** - none

- 2.8 **Sister Cities Commission** – none

- 2.9 **Library Advisory Commission** - none

Commissioner Foulk encouraged the Commissioners to attend the Standing for Children event at the Great Mall on November 3, 2001 to help celebrate "National Family Week." Over fifty organizations will be available at the event in the walk-through area. Staff explained that Recreation would be represented at the event. Vice-Chair Rabe requested that staff have information available on the arts programs (i.e. Phantom Art Gallery, classes, etc.)

## **X. Future Agenda Items**

Workshop/Retreat – Discussion; 2002 Holidays – Arts Commission Conflict of Dates;

Vice-Chair Rabe requested that staff provide a verbal report under announcements on the Pond area with regards to the Flute Player due to her concerns regarding the size of the pond and placement of the public art.

## **XI. Adjournment**

There being no further business, Chairperson Cherry adjourned the meeting at 7:40 p.m. until the next regularly schedule meeting on November 26, 2001.

Respectfully Submitted

Jennifer Tagalog  
Recording Secretary



**UNAPPROVED MINUTES  
CITY OF MILPITAS  
ARTS COMMISSION**

- Minutes:** Regular Meeting of Arts Commission  
**Date of Meeting:** Monday, November 27, 2001  
**Place of Meeting:** Milpitas Community Center, 457 E. Calaveras Blvd., Room 7&8
- I. Roll** Chairperson Cherry called the meeting to order at 7:00 p.m.
- Commissioner's Barnes, Barrie, Cherry, Foulk, Hays, Rabe and Ogle were present.
- Commissioners absent: Hicks
- City Staff Present: AmyBeth Ogden, Recreation Services Supervisor; Lisa Ciardella, Recording Secretary; Gail Blalock, City Clerk
- City Council Liaison absent: Jim Lawson
- II. Pledge** The Chair led the Commission in the Pledge of Allegiance.
- III. Citizen's Forum** None
- IV. Minutes** MOTION to approve the minutes of October 22, 2001 meeting with the following changes: the Chair was absent; change Chair to Vice-Chair throughout the minutes.  
M/S: Hays, Foulk  
All Ayes: (7) Barnes, Barrie, Cherry, Foulk, Hays, Rabe, and Ogle.  
Absent: (1) Hicks
- V. Agenda** MOTION to approve the November 26, 2001 agenda with the following change:  
Move New Business item number 2, to the first item of business.  
M/S: Barrie, Hays  
All Ayes  
Absent: (1) Hicks
- VI. Announcements/Correspondence**
- AmyBeth Ogden, Recreation Services Supervisor, announced the following:
- The Annual Tree Lighting Ceremony will be held on December 1, 2001 at Fire Station #1. Applebee's will be serving refreshments.
  - Lunch with Santa will be held on December 15, 2001 at the Milpitas Community Center.
  - The opening of the next exhibit in the Phantom Art Gallery will take place on January 11, 2002.
  - The Marsha Schneider stage dedication at the Milpitas Community Center will take place on January 18, 2002.
  - Staff is working on the 2003 Calendar and the theme is "Community Events".

## **VII. New Business**

### **2. Review of Arts Commission By-Laws**

The City Clerk has been reviewing all City Commission by-laws to incorporate recent actions taken by the City Council. The major change to the Arts Commission by-laws is setting the term of office for alternatives at two years instead of three years (as currently stated in the by-laws). Some additional changes are proposed for clarification and consistency with other City Commissions. Gail Blalock, City Clerk was present at the meeting and reviewed the changes with the Commission and answered any questions of the Commissioners.

MOTION to approve the changes to the by-laws as submitted.

M/S: Rabe, Ogle.

All Ayes

Absent (1) Hicks

## **VIII. Old Business**

### **1. Cultural Arts Support Program – Review of Application and new format.**

Staff requested the Cultural Arts Support Program be reformatted to facilitate reading ease.

MOTION to approve the new format and application for the Cultural Arts Support Program as submitted in the Commissioner's packets.

M/S: Barrie, Ogle.

All Ayes

Absent (1) Hicks

### **2. Workshop Agenda Items**

At the September 24, 2001 Arts Commission meeting, Commissioner Rabe requested that staff agendaize the date selection for a Commission Retreat. At the October 29, 2001 Arts Commission meeting, the Commission selected March 11, 2002. The Commission tabled the discussion on topics to the November meeting.

Chair Cherry stated that the goals of the workshop are to adopt a community project and to ensure that the implementation plan is happening. The workshop will be an educational session for the Commissioners to decide where they want the Commission to go.

Commissioner Barrie would like input from other local Art Commissions and would like to have a facilitator run the workshop.

Commissioner Rabe would like the Commission to have a larger budget, so Commissioners can attend conferences and have speakers, etc. She also would like to explore the possibility of meeting bi-monthly rather than monthly.

Commissioner Foulk said he would like to see the Commissioners be more aware of opportunities to be more involved in the community.

The final deadline to submit items for the workshop agenda is January 28, 2002.

## **IX. New Business**

### **1. 2002 Holidays which Conflict with Arts Commission**

The Commission had to decide to either change the date or cancel the meeting for the month. Dates with conflicts are the following: May 27<sup>th</sup> (Memorial Day) and December 23 (Christmas Week).

MOTION to approve changing the May 27, 2002 (Memorial Day) Arts Commission meeting to May 20, 2002 and canceling the December 23 (Christmas week) meeting.

M/S: Hays, Barrie.

All Ayes

Absent (1) Hicks

## **IX. Other Business**

### **1 Staff Reports/Program Reports - None**

### **2 Liaison Reports**

**2.1 City Council** – none

**2.2 Senior Advisory Commission** – none

**2.3 Planning Commission** – none

**2.4 Youth Advisory Commission** – none

**2.5 Parks, Recreation and Cultural Resources Commission** - none

**2.6 Milpitas Historical Society** – none

**2.7 Community Advisory Commission** – There will be a tree trimming party at City Hall on 12/1/01 at 2 p.m.

**2.8 Sister Cities Commission** – none

**2.9 Library Advisory Commission** - none

## **IX. Future Agenda Items**

**X. Adjournment** There being no further business, Chairperson Cherry adjourned the meeting at 8:15 p.m. until the next regularly schedule meeting on January 28, 2002.

Respectfully Submitted

Lisa Ciardella  
Recording Secretary